



JOB DESCRIPTION

Position Title: **Lead Inspector**

Working Area: **Risk Management**

Class Code: 4302

Non-Exempt

EEO Code: 03

Effective Date: August 30, 2002

Major Function

Technical work in the implementation of preventative safety programs.

Essential Functions

Note: These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is a logical assignment to the position.

Assists the Safety Officer as required through the submittal of required reports on the status of various safety programs.

Conducts safety inspections to assure compliance with OSHA and State requirements.

Conducts training to assure compliance with OSHA, State safety regulations, personal and equipment damage prevention.

Conducts training in Florida Right-to-Know Law, material safety data sheets, and other appropriate safety training.

Maintains appropriate training records and prepares training analyses and reports as required.

Assures that all public utilities, services and/or private contractors who are utilizing the County's right-of-way or properties comply with standards of safety for the protection of employees and the general public.

Investigates on-the-job accidents (vehicular and personal), including worker's compensation, and advises the Risk Management Office of the cause, effect, and recommended corrective action.

Performs other duties as assigned or as may be necessary.



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Management

Page 2

Working Area: **Risk**

Minimum Qualifications

Knowledge of the principles and practices of safety engineering as applied to building construction, facilities and industrial safety. Knowledge of State of Florida regulations and standards for Federal Highway Safety, Florida Department of Transportation regulations. Fundamentals of Industrial Hygiene, and Occupational Safety/Health Administration (OSHA).

Ability to conduct safety training and promote safety programs through public contact with County staff. Ability to communicate in written and oral form and to make presentations to large and small groups.

Bachelor's Degree in Industrial Engineering, Safety Engineering, Public or Business Administration and three (3) years' experience directly involved in occupational safety and health programs. Certification as a Certified Safety Professional (CSP) or ability to become certified is highly desirable.

A comparable amount of education, training, or experience may be substituted for the minimum qualifications.

Must possess and maintain a valid Florida Driver's License.

Working Conditions

The work environment for this position is generally an office setting with some fieldwork. Most office duties are performed while sitting at a desk, table or workstation. Duties performed in the field may require prolonged standing or walking, or ability to climb 90 degree ladders over 30 feet high and to climb 20-30 feet down inside pumping stations. This position has regular exposure to radiant and electrical energy found in an office environment. Duties performed outside the office may require prolonged standing or walking.